

# CHILD NUTRITION AND FOOD DISTRIBUTION DIVISION

## MANAGEMENT BULLETIN No.: 98-710

TO:	Summer Food Service Program Sponsors	ISSUE DATE: June 1998
FROM:	Summer Food Service Program Unit	
ATTENTION:	Authorized Representative	
SUBJECT:	Summer Food Service Program Year-round Sites	
REFERENCES:	APB: SFS-98-14; SA-9-3 GEN	

This Management Bulletin is to provide guidance for sponsors who operate year-round Summer Food Service Program (SFSP) open and enrolled sites. SFSP sites are allowed to operate on a year-round basis to provide meal service to children in low-income areas during periods when a portion of the student body is on a nontraditional vacation break.

**Preschool Sites** - According to regulations, SFSP sites may not be established solely to serve preschoolers; however, preschoolers may participate at sites established for school-age children.

**Open Sites - Year-round**, open SFSP sites are open to the entire community and are determined eligible based on area-school or census-track data. Year-round, open SFSP sites may plan and prepare additional meals for children who are "on-track" but are out of school for less than 15 continuous school days because of holidays, suspension, teacher workdays, etc. Sponsors providing meals to on-track students must be able to first determine if adequate resources exist to plan, prepare and obtain site supervision for the additional meals served.

**Enrolled Sites - Year-round**, enrolled SFSP sites are required to restrict meal service to enrolled preschool children and enrolled off-track students; therefore, enrolled SFSP sites may not serve on-track children who are out of school for less than 15 continuous school days.

**School Sites** - Schools that operate the year-round SFSP and the National School Lunch/School Breakfast Programs at the same sites must avoid double claiming meals and must ensure that meal counts and costs for each program are kept separate. A different meal service time is recommended for each program as well as the development of a cost allocation plan to properly prorate the overhead and administrative costs for each program.

If you have any questions regarding this Management Bulletin, you may call Melissa Garza, Program Analyst, Summer Food Service Program Unit, at (916) 322-5885 or call the toll free message line at (800) 333-5775.

Duwayne Brooks, Director Child Nutrition and Food Distribution Division Assistant Superintendent of Public Instruction	Kathy B. Lewis Deputy Superintendent Child, Youth and Family Services Branch
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This is an equal opportunity program. If you believe you have been discriminated against because of race, color, ethnic/national origin, age, sex, religion or disability, you should write immediately to the Secretary of Agriculture, Washington, D.C. 20250.